




BIR Form No. 2550Q April 2024 (ENCS) Page 1		Quarterly Value-Added Tax (VAT) Return <small>Enter all required information in CAPITAL LETTERS using BLACK ink. Mark applicable boxes with an "X". Two copies MUST be filed with the BIR and one held by the Taxpayer.</small>				 2550Q 04/24ENCS P1			
1 For the <input type="checkbox"/> Calendar <input type="checkbox"/> Fiscal		2 Year Ended (MM/YYYY)		3 Quarter <input type="checkbox"/> 1st <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd <input type="checkbox"/> 4th					
4 Return Period (MM/DD/YYYY) From				5 Amended Return? <input type="checkbox"/> Yes <input type="checkbox"/> No		6 Short Period Return? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Part I – Background Information									
7 Taxpayer Identification Number (TIN)				- - - 0 0 0 0 0		8 RDO Code			
9 Taxpayer's Name (Last Name, First Name, Middle Name for Individual OR Registered Name for Non-Individual)									
10 Registered Address (Indicate complete address. If branch, indicate the branch address. If the registered address is different from the current address, go to the RDO to update registered address by using BIR Form No. 1905)									
								10A ZIP Code	
11 Contact Number (Landline/Cellphone No.)				12 Email Address					
13 Taxpayer Classification <input type="checkbox"/> Micro <input type="checkbox"/> Small <input type="checkbox"/> Medium <input type="checkbox"/> Large									
14 Are you availing of tax relief under Special Law or International Tax Treaty? <input type="checkbox"/> Yes <input type="checkbox"/> No				14A If yes, specify					
Part II – Total Tax Payable									
15 Net VAT Payable/(Excess Input Tax) (From Part IV, Item 61)									
Less: Tax Credits/Payments									
16 Creditable VAT Withheld (From Part V - Schedule 3, Column D)									
17 Advance VAT Payments (From Part V - Schedule 4)									
18 VAT paid in return previously filed, if this is an amended return									
19 Other Credits/Payment (Specify)									
20 Total Tax Credits/Payment (Sum of Items 16 to 19)									
21 Tax Still Payable/(Excess Credits) (Item 15 Less Item 20)									
Add: Penalties 22 Surcharge									
23 Interest									
24 Compromise									
25 Total Penalties (Sum of Items 22 to 24)									
26 TOTAL AMOUNT PAYABLE/(Excess Credits) (Sum of Items 21 and 25)									
I/We declare under the penalties of perjury that this return, and all its attachments, have been made in good faith, verified by me/us, and to the best of my/our knowledge and belief, is true and correct pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. Further, I/we give my/our consent to the processing of my/our information as contemplated under the *Data Privacy Act of 2012 (R.A. No. 10173) for legitimate and lawful purposes. (If Authorized Representative, attach authorization letter and indicate TIN)									
For Individual:					For Non-Individual:				
Signature over Printed Name of Taxpayer/Authorized Representative/Tax Agent (Indicate Title/Designation and TIN)					Signature over Printed Name of President/Vice President/Authorized Officer or Representative/Tax Agent (Indicate Title/Designation and TIN)				
Tax Agent Accreditation No./Attorney's Roll No. (If applicable)		Date of Issue (MM/DD/YYYY)		Expiry Date (MM/DD/YYYY)					
Part III – Details of Payment									
Particulars		Drawee Bank/Agency	Number	Date (MM/DD/YYYY)		Amount			
27 Cash/Bank Debit Advice									
28 Check									
29 Tax Debit Memo									
30 Others (Specify below)									
Machine Validation/Revenue Official Receipt (ROR) Details (if not filed with an Authorized Agent Bank)						Stamp of Receiving Office/AAB and Date of Receipt (RO's Signature/Bank Teller's Initial)			

*NOTE: The BIR Data Privacy Policy is in the BIR website (www.bir.gov.ph)

